

WAUKESHA WEST ATHLETICS EMERGENCY ACTION PLAN

All coaches should be familiar with this document and their role and responsibility in an emergency.

An **emergency** is the need for Emergency Medical Services (EMS) to give further medical attention and/or transport an athlete to the hospital. It is important in these situations that coordination between the athletic trainer, coaches, administrators and student responders be effective. This guide is intended to delineate roles and outline the protocol to be followed should an emergency occur. Situations when 911 should be called are:

- an athlete is not breathing or has lost consciousness
- it is suspected that an athlete may have a neck or back injury
- an athlete has an open fracture (bone has punctured through the skin)
- severe heat exhaustion or suspected heat stroke or
- severe bleeding that cannot be stopped

Chain of Command: Waukesha West High School is located at:

3301 Saylesville Rd. Waukesha, WI 53189

The highest person in the chain of command who is present at a scene will be the designated person in charge, or leader. That person is responsible for deciding whether or not to call 911, instructing others how they may be of help and will be the person who stays with the athlete until EMS arrives.

Once it has been decided that EMS should be called, the following protocol should be followed:

1. The highest person on the chain of command will be deemed the leader, and will stay with the athlete to monitor the athlete's condition and administer necessary first aid. If possible, someone else on the chain of command should also stay and assist. The front office or an administrator should be notified that there is an emergency situation on campus.
2. The highest person on the chain of command will make the call to EMS or will designate another person to make the call. EMS should be told what the emergency is, the condition of the athlete and how to get to where the athlete is. **DO NOT HANG UP UNTIL EMS HANGS UP FIRST.**
3. Phones are located in the main office, classrooms, coach's offices, and the training room. **You must dial 9 and then the number to dial out from our phone system.**

4. The leader will send runners to all intersections between where the athlete is located and the West HS entrance to direct the ambulance to the athlete.

5. The leader will designate another person to attempt contact with the athlete's parents.

6. If transport is deemed necessary by EMS, the athlete will be taken to the **nearest medical center** unless the parent requests otherwise.

AED ZONES

ZONE 1 (Field House, Pool, Main Building)
Primary AED: Field House Hallway OR Athletic Trainer AED if available

ZONE 2 (Soccer Practice Fields, Football Practice Fields, Stadium, Baseball/Softball Practice Fields)
Primary AED: Field House Hallway OR Athletic Trainer AED if available

ZONE 3 (Tennis Courts)
Primary AED: Auditorium/Music Hallway
Secondary AED: Field House OR Athletic Trainer AED if available